



KAREN BASS  
MAYOR

**MEMORANDUM**

**To:** The Honorable Members of the City Council  
c/o City Clerk

**From:** Karen Bass, Mayor *Karen Bass*

**Subject:** **RE-EXEMPTION REQUEST –LOS ANGELES POLICE DEPARTMENT,  
– (1) CHIEF INFORMATION SECURITY OFFICER**

**Date:** October 31, 2023

The Los Angeles Police Department (LAPD) requested that the Mayor approve the exemption of one (1) position of Chief Information Security Officer, Class Code 1404, in accordance with Charter Section 1001(b), from civil service as management, professional, scientific, or expert services exemptions. The Mayor's Office asked the Personnel Department to review the request.

Charter Section 1001(b) allows up to 150 persons to be exempt, of which 133 are approved, and an additional 7 are pending approval. Approval of this request will increase the count. As of the date of this letter, this request will be in the 141st position of the 150 exemptions. There are an additional 50 exempt positions added by the City Council pursuant to Charter Section 1001(b)(4), of which 5 are filled.

The Chief Information Security Officer (CISO) will oversee the development and maturity of the Department's Enterprise Cybersecurity Operations and will report directly to the Commanding Officer, Information Technology Bureau. The CISO will manage various cybersecurity programs including vulnerability management, security operations, cybersecurity awareness, vendor management, and disaster recover/business continuity. The CISO will be responsible for effecting Information Technology (IT) governance in the Department through IT security policies and the integration of the National Institute of Standard and Technology (NIST) Cybersecurity Framework. The CISO will report on multiple cybersecurity metrics such as the Department's current cyber risk rating, cybersecurity posture and maturity through capability maturity model integration, and cyberattacks and threats encountered and/or observed.

In addition, the CISO will direct security operations to ensure critical systems are properly secured and supported ensuring the existence and testing of incident response playbooks and business continuity and disaster recovery plans. The CISO will be responsible for implementing vendor management to ensure vendors providing critical services to the Department are held accountable for taking the necessary precautions to protect the supply chain from cyber threats. The CISO will ensure every security control budgeted for by the Department will be traceable back to a specific IT risk that the control is designed to mitigate. The CISO will demonstrate the purpose of the controls and the justification behind its selection to ensure costs and budgets are monitored properly and validated.

The CISO will be responsible for integrating IT risk management to ensure the Department is making risk-aware business decisions and ensuring IT risk management controls are implemented and operating correctly. The CISO manages the design, development, implementation, operation, and maintenance of information security programs which protect information and maintenance of information, assets and technology.

This Chief Information Security Officer requires a bachelor's degree from an accredited four-year college or university; and CISSP Certification (Certified Information Systems Security Professional) in good standing; and Four years of full-time paid experience in the area of planning, designing, implementing, and configuring a secure network infrastructure and/or mission-critical applications containing enterprise data.

The exemption of this position will allow the LAPD the flexibility to recruit and select the best qualified candidate who possesses the necessary experience and expertise for the position. The duties as described are appropriate to the class of Chief Information Security Officer.

Based on my review of LAPD's request, as well as the review of the Personnel Department, I hereby approve the request for the exemption of Chief Information Security Officer and transmit my action to the City Council, pursuant to City Charter Section 1001(b)(1). If the exempt position is not filled within six months, the Mayor's approval for the department to fill the position may expire.

KB:alg

cc: Christopher Thompson, Chief of Staff, Office of the Mayor  
Heleen Ramirez, Deputy Director of Legislative Affairs, Office of the Mayor  
Michel R. Moore, Chief of Police, LAPD  
Dana Brown, General Manager, Personnel Department